



HOUSTON COUNTY

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Commissioners:
District 1
Dewey Severson
District 2
Eric Johnson
District 3
Robert Burns
District 4
Bob Schuldt
District 5
Greg Myhre

HOUSTON COUNTY BOARD OF COMMISSIONERS BOARD MEETING

9:00, October 24, 2023, County Board Room 222, Historic Courthouse

AGENDA

*******The meeting will be accessible to public participants in person or via our conference call line at 312-626-6799 and entering meeting ID: 994 7297 7175 and password 368422. Public attendees are requested to mute their line until addressed.*******

CALL TO ORDER

PLEDGE OF ALLEGIANCE

APPROVE AGENDA

APPROVE PREVIOUS MINUTES

- Board Meeting October 10, 2023
- Workgroup Session October 17, 2023

PUBLIC COMMENT

APPOINTMENTS

9:05 a.m. Public Hearing pursuant to Minnesota Statutes 394.26, to consider adopting an ordinance regulating the use of cannabis and cannabis derived products in public places by ordinance.

9:30 a.m. Public Hearing per statute 626.7473 to discuss recommending adoption of the use of body cameras by the Houston County Sheriff's Office.

CONSENT AGENDA

(Routine business items enacted by one unanimous motion. Commissioners may request moving items on the consent agenda to the Action Item list if they desire discussion before taking action.)

- 1) Appoint Jennifer Slabaugh to serve on the HRA board. (Burns)
- 2) Accept the resignation of Nicole Konkell, Deputy Auditor/Treasurer-License Center, effective the end of the business day 10/31/23, with thanks for her three years of service to Houston County. (Kruger)

- 3) Approve initiating a competitive search for a 1.0 FTE Deputy Auditor/Treasurer-License Center, (B22). (Kruger)
- 4) Approve the hire of Susan Wiegrefe as a probationary 0.5 FTE, Deputy Auditor/Treasurer-License Center, B22, Step 1, effective 11/14/2023 conditioned upon successful completion of background check. (Kruger)
- 5) Approve initiating a competitive search for a 0.8 FTE Technical Clerk I, (B21). (Kruger)
- 6) Approve the hire of Karson Betcher as a Drop Site Supervisor, 67 day casual employee at an hourly rate of \$15.95. (Kruger)
- 7) Accept the resignation of David Bauer, Highway Maintenance Specialist Senior, effective 10/31/2023 with thanks for his 35 years of service to Houston County. (Kruger)
- 8) Approve initiating a competitive internal search for a 1.0 FTE Highway Maintenance Specialist Senior (B24) (Pursuant to IUOE CBA). (Kruger)
- 9) Approve initiating a competitive search for a 1.0 FTE Highway Maintenance Specialist (B23). (Kruger)
- 10) Confirm the change the employment status of Staff Nurse, Nikki Klemp from probationary to regular. (Kruger)
- 11) Confirm the resignation of Erin Woods, Child Support Officer, effective 10/20/2023 with thanks for her 1.5 years of service to Houston County. (Kruger)
- 12) Approve initiating a competitive search for a 1.0 FTE Child Support Officer (B24). (Kruger)

ACTION ITEMS

- 1) Consider approving ordinance regulating the use of cannabis and cannabis derived products in public places. (Herrick)
- 2) Consider adopting the use of body cameras by the Houston County Sheriff's Office. (Swedberg)
- 3) Consider approval to sign food service management contract for the Houston County Jail with Cellmate Food Solutions, Inc. (Swedberg)
- 4) Consider adopting Resolution No. 23-37 prioritized bridge replacement list. (Pogodzinski)
- 5) Consider adopting Resolution No. 23-38 resolution of support for and agreement to sponsor the City of Caledonia's pursuit of 2023 local road improvement funding for the Warrior Avenue extension project. (Pogodzinski)
- 6) Consider approval of temporary variance of License Center office hours – changing *from* 8:00 am to 4:00 pm. *to* 8:00 am to 12:00 pm. - Monday thru Friday. (this need is based on the limited staffing at this time). This variance will be in effect from November 1, 2023 until the State of Minnesota has completed the employee background checks on new hires. It is estimated that the hours will resume to normal by Mid-December. (Heberlein)
- 7) Consider adopting Resolution No. 23-39 and approving the Conveyance of Spring Grove City Parcel # 26.0201.000 to the Spring Grove, Minnesota School District via Conditional Use Deed for the Authorized Public Use of a future Public Parking Lot. Pursuant to Minnesota Statute 282.01, Subd. 1a. and the Minnesota Delinquent Tax and Tax Forfeiture Manual page 165. (Heberlein)
- 8) Consider adopting Resolution No. 23-40 and authorizing Auditor/Treasurer to conduct a public sale for property located in the City of Caledonia at 916 Main Street, pursuant to M.S. 282.01; to be held at 10:00 a.m. on Wednesday, December 6, 2023, in the Commissioners Room at the Houston County Courthouse. (Heberlein)
- 9) Consider adopting Resolution No. 23-41 and authorizing Auditor/Treasurer to conduct a public sale for property located in the township of Money Creek, pursuant to M.S. 282.01; to be held at 10:00 a.m. on Wednesday, December 6, 2023, in the Commissioners Room at the Houston County Courthouse. (Heberlein)

- 10) Consider approving the Mn/Dot Aeronautics companion grant for the airport taxiway project and adopting Resolution NO. 23-42 authorization to execute Minnesota Department of Transportation Grant Agreement for airport improvement excluding land acquisition. (Pogodzinski)
- 11) Consider approving the banding and pay rate change of IT Director Andrew Milde, from D-61 Exempt to D-62 Exempt, hourly equivalent \$55.70 effective 11/05/2023 (job description and DDA banding memo attached). (Kruger)
- 12) Consider approval of the 2024-2025 contract with CEDA for EDA and clerking services. (Kruger, Wagner)
- 13) Consider approval of the 2023-2025 Snow Removal Agreement with WS Trucking & Construction, LLC. (Kruger)

DISCUSSION ITEMS

- 1) Board Updates (Board Chairman)
- 2) Commissioner Reports and Comments

CLOSING PUBLIC COMMENT

ADJOURN

REMINDERS